



# Department of Marine Resources

## Bureau of Public Health

### Application for Certified Dealer New Buying Station Permit

Send completed applications to:

Shellfish Inspection Program, PO Box 8, West Boothbay Harbor, ME 04575  
or scan/e-mail: john.fendl@maine.gov

To allow time for processing, please submit applications 30 days prior to the requested date of activity.  
If you have questions, please call John Fendl at (207) 592-8934.

DATE OF REQUEST: \_\_\_\_\_

Dealer Name and Certification Number: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City, State, Zip Code)

Business Phone: \_\_\_\_\_ email: \_\_\_\_\_

Proposed State Authorized Buying Station Representative(s):

1.) \_\_\_\_\_  
(Name and Address)

Business Phone: \_\_\_\_\_ email: \_\_\_\_\_ Date of Birth \_\_\_\_\_

2.) \_\_\_\_\_  
(Name and Address)

Business Phone: \_\_\_\_\_ email: \_\_\_\_\_ Date of Birth \_\_\_\_\_

HACCP Plan for Buying Station is attached: ☐

Standard Operating Procedure for Buying Station is attached: ☐

A copy of the surety company's performance bond is attached: ☐

Note: Each vehicle to be used as a buying station requires a separate application form.

### VEHICLE IDENTIFICATION

**A recent, clear photograph of each vehicle to be used in the buying station operation must accompany this application; electronic submissions allowed**

1. Make \_\_\_\_\_ Model \_\_\_\_\_ License Plate No. \_\_\_\_\_  
VIN number \_\_\_\_\_ DMR Supplemental License Number \_\_\_\_\_  
Mechanical Refrigeration Unit: Make \_\_\_\_\_ Model \_\_\_\_\_  
Onboard Thermometer Description \_\_\_\_\_  
Owner/Other Information \_\_\_\_\_  
DMR Inspection Decal # \_\_\_\_\_

#### **I understand that:**

Any violation of this regulation and/or the terms of a permit or any other shellfish sanitation law may result in the suspension of the permit in accordance with 12 M.R.S.A. § 6373. Additional conditions may be added to a permit at the discretion of the Commissioner.

Buying station permit applications will be reviewed and issued based on the applicant's ability to meet the criteria for safe relay operations and the availability of a state-authorized buying station representative.

Once a permit is issued, the permit holder must call the appropriate Maine State Police communications center to notify the local marine patrol officer in the event that the buying station vehicle does not directly return to the permanent facility in the event of an emergency.

The vehicle must have the mechanical refrigeration unit and an automatic time/temperature recording device operating at all times during the buying station activity and until the vehicle is returned to the permanent facility. The absence of or lack of operational mechanical refrigeration and/or an automatic time/temperature recording device as required by this regulation shall be prima facie evidence of violation of these regulations. The absence of temperature control or automatic recording of temperatures shall also be grounds for the immediate embargo and destruction of the shellstock on the vehicle, in that the lack of refrigeration and/or the lack of records to show that the product has not exceeded an ambient air temperature of 45° F (7.2° C) necessarily indicates that the shellstock are of uncertain quality, and therefore, unsafe.

Water used for sanitation of the vehicle must be from an approved water source at the certified dealer's permanent facility pursuant to Chapter 16.07.

The state authorized buying station representative must maintain a buying station activity log on forms supplied by the Department which includes, but is not limited to, the date of purchase, area harvested, names of all harvesters and their current, valid, shellfish harvester's license number, the quantity of shellstock purchased from each harvester and the number of the seal used to lock the vehicle (also see sections 15.37(B)(9)&(10)). One copy must go with the vehicle, one copy must be maintained by the buying station permit holder and one copy is maintained by the Department. The records must be kept for 2 years. These records must be available for inspection by Department personnel at all times.

All shellstock purchased at a permitted buying station must be placed into an approved vehicle and the vehicle must be sealed immediately. Unless otherwise authorized by Marine Patrol, all shellstock harvested must be transported directly to the permanent facility immediately after purchasing is completed at that location.

The Department will issue state seals for buying station permit purposes only to a certified dealer with a buying station permit. It shall be unlawful for any person, other than a buying station permit holder or buying station representative, to possess these seals. Unused seals must be submitted to the Department of Marine Resources upon cancellation or suspension of a buying station permit, or revocation or suspension of a certification. If the seal number is not confirmed or there is evidence of tampering, Marine Patrol must be notified immediately.

The vehicles must be sealed with state seals, issued to buying station representatives by the Department to the certified dealer. The buying station representative must record the seal number, the time the shellstock were placed in the vehicle, the time the

vehicle arrived at the permanent facility, and the time the seal was removed from the vehicle at the permanent facility, on the buying station activity log. If more than one facility is certified by the same company the certification number of the permanent facility that the load is delivered to must be documented and the time the seal was removed from the truck at the permanent facility, on the buying station activity log.

The holder of a shellfish certificate shall be responsible for the supervision of all activities associated with the buying station permit.

The buying station operation shall be effectively supervised by the certified dealer or the state authorized buying station representative to assure that all the shellstock are actually delivered to the certified dealer's permanent facility. Control procedures shall preclude any opportunity for shellstock to be inadvertently diverted to sale for human consumption in accordance with Chapter 15.03(B). Controls must be applied to all phases of the operation including purchasing, transportation, record keeping and the security of the shellstock once purchased and until the time it is delivered to the certified dealer's permanent facility.

Lack of supervision and responsibility for the buying station permit, including the non production of records required to be maintained, shall be grounds for immediate suspension of the permit.

All shellstock purchased at the buying station shall only be brought/delivered to the dealer's certified facility pursuant to Chapter 15.03(B)(2).

The following activities are prohibited on or in connection with a buying station: washing of shellstock, packing, tagging, distribution to any person or entity other than the certified dealer's facility.

The HACCP plan and HACCP records must be kept with the buying station/vehicle. A copy of the HACCP plan and records that apply to the buying station/vehicle must be separately identified and kept with the buying station/vehicle.

**Signed**\_\_\_\_\_ **Date:**\_\_\_\_\_

**Department Use Only**

**Buying Station Permit Number:**\_\_\_\_\_ ☐ **Approved** ☐ **Denied**

**Expiry Date:**\_\_\_\_\_

**Comments/Conditions:**\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Agent of Commissioner/Deputy Commissioner:**\_\_\_\_\_ **Date:**\_\_\_\_\_

**Copies must be provided to: Marine Patrol Division Office, Public Health Bureau Director, Seafood Technologist, FDA Regional Shellfish Specialist**